## **MEMORANDUM**

**TO:** BOARD OF PUBLIC WORKS AND SAFETY

**FROM:** JOHN R. DENNIS, MAYOR

**SUBJECT:** SURPLUS ITEM, CELL PHONE

**DATE:** SEPTEMBER 6, 2016

Mayor John Dennis requests permission to declare the following item on the attached document as surplus:

Item	Model	Serial #	Value
Cell phone	iPhone5	F17L14BNFH1C	\$47